



**The Minutes of Cookhill Parish Council Meeting
Held on Tuesday 8th December 2020 at 7.30pm
VIRTUAL MEETING**

Present: Cllr R. Pinfield (Chairman), Cllr A. Sumner (Vice Chairman), Cllr M. Churchill, Cllr V. Gupta & Cllr C. Hamilton

In attendance: Clerk – Kate Brazier
County Cllr Anthony Hopkins

2 members of the public

The Chairman asked the members of the public if there were any items that they were concerned with on the agenda and if they wished to comment before the meeting officially opened. He asked if anyone wished to record the meeting and to make it known to the clerk if they were intending to do so. He commented that the Parish Council will be recording the meeting. This will be kept for a period of up to 3 months.

20.116. Apologies received and accepted from: Cllr T. Bennett & Cllr P. Davis

20.117. Declarations of interest

- a) Register of Interests. Councillors were reminded of the need to update their Register of Interests.
- b) Disclosable Pecuniary Interests
- c) Other Disclosable Interests – Cllr Sumner declared an interest in items 20.120 a) & c)
- d) Written requests for the Council to grant dispensation (S33 of the Localism Act 2011)

20.118. Minutes: The Minutes of the virtual meeting of the Parish Council, held on **Tuesday 10th November 2020** were approved as a correct record by the Council, and signed by the clerk on behalf of the Chairman.
Proposed by Cllr Pinfield and seconded by Cllr Churchill.

20.119. Police and Neighbourhood Watch Reports

- **Police Report** – None received by the Parish Council
- **Neighbourhood Watch** – No update

20.120. Planning Matters:- members of the public were invited to speak on the applications notified to the Parish Council.

i) The following applications were considered for comment;

- a) **W/20/02000/CU Cladswell Hall Farm, Cladswell Lane, Cookhill, B49 5JT**
Proposal: Change of use of land from agricultural to recreation area for dog owners, including the erection of a 1.8m high wire stock fencing around the perimeter. Retrospective.
Consultation ended 26th November, the Parish Council discussed the application in a closed meeting and recommended APPROVAL.
- b) **W/20/02410/HP The Springs, 9 Evesham Road, Cookhill, B49 5LQ**
Proposal: Dropped curb allowing entry and exit to property via and in and out driveway.
Consultation ended 7th November, the Parish Council recommended REFUSAL
- c) **W/20/02090/CU Cladswell Hall Farm, Cladswell Lane, Cookhill, B49 5JT**
Proposal: Change of use of land to residential curtilage (Retrospective)
Decision: The Parish Council recommended APPROVAL

ii) Pending application updates:

- a) **W/20/01350/FUL Land to the rear of 40 Wood Lane, New End, Astwood Bank**
Proposal: Erection of 5 affordable bungalows (rural exception site)
Additional information / amendments received 23/11/2020, the Parish Council submitted a second recommendation of REFUSAL.

iii) Reports from Wychavon Planning:

- a) **W/20/02143/CU Caravan at 47 The Ridgeway, New End, Astwood Bank, B96 6LS**
Proposal: Temporary change of use of land for a period of up to 18 months for the stationing of a mobile home and a small portable cabin for use as home office pending the outcome of a current live application ref. 20/00670/TDC5 and a current live appeal ref. APP/H1840/W/20/3260255.
Decision: REFUSED (04/12/2020)

iv) **Planning enforcement matters from Wychavon Planning:** None received by the Parish Council

20.121 The Parish Council reviewed and approved the following;

- Financial Regulations
- Standing Orders

20.122 Complaints Procedures – It was discussed and agreed that the Parish Council should not get involved in personal matters or neighbour disputes within the parish. Parishioners should be reminded that unless the complaint is connected to the Parish Council directly, or relates to the parish and services provided, the Parish Council are not able to get involved.

20.123. Finance

- a) The monthly statement and bank reconciliation for November 2020 showing the available funds, the income and expenditure comparison to the budget was approved.
Cheques for payment were presented, approved and authorised for payment.
Bank Transfers – Councillors were advised that the clerk is now able to authorise online payments, via bank transfer, from the Parish Council bank accounts.
Payments will follow the same authorisation process as cheques and will only be made once a month, and with 3 signatures. The exception to this will be for emergency purchases eg. Defibrillator batteries, with a limit of £500 per transaction.
It was agreed that two Councillors would crosscheck the bank statements and invoices monthly as an extra layer of security for the clerk.
- b) **Budget & Precept 2021/22** - The 2021/22 budget figures were reviewed and approved. It was agreed that there would be a 1% increase in precept. Proposed by Cllr Gupta, seconded by Cllr Churchill. All in favour.
- c) **Annual Return 2019/20** – The Annual Return for 2019/20 was completed and signed off by PKF Littlejohn on 13th October 2020. It is available to view on the Parish Council Website.

20.124. To receive information and items for next agenda

Councillors are requested to use this as an opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not a time for debate or decision-making.

20.125. To confirm the date of the next Parish Council meeting

- a. **Parish Council Meeting** – Tuesday 12th January 2021

This meeting closed at 21:01

Signed Chairman

Dated